



# CalWORKs Division Newsletter

## October 2007

Published by the CalWORKs Division



### ATTENTION HOMELESS CASE MANAGERS!! Housing Locator Services – Now In Its Second Year

As you know, last year DPSS contracted with two Housing Locator (HL) agencies to find permanent housing for CalWORKs Welfare-to-Work (WtW) homeless families referred to them by Homeless Case Managers (HCMs). The Board of Supervisors approved the renewal of the HL contract for fiscal year 07-08 and most recently, approved an amendment to the contract.

Although there were some success stories during the first contract year, let's all work together to make this second year a more successful one. A review on PHASE of cases referred to the Housing Locators by the HCMs during August 2007 indicated that we are doing a better job in documenting our referrals. For example, out of 81 cases referred to Del Richardson & Associates only 15 were not correctly updated on PHASE, and out of 23 cases referred to Weingart Center Association, only one (1) was not updated on PHASE. **Let's keep up the GREAT work** and remember to:

- Use the screening tool and referral criteria to assist in identifying potentially eligible families for referral;
- Discuss with the Housing Locator any family not meeting the referral criteria prior to a referral if you feel the family could benefit from housing locator services;
- Assist the Housing Locator in obtaining the necessary documentation to complete the requirements of their contract with DPSS; and
- Assist the Housing Locator to advocate for the family with the Eligibility Worker to ensure all benefits are authorized timely to ensure the family can secure the permanent housing found.
- Complete your Control Log for each referral by annotating the log with **the date of the referral**. Do not use "yes/no" or check mark; and
- Create a referral on PHASE;
  - Annotate the permanent housing plan section of PHASE with the Housing Locator referral information;
  - Annotate PHASE with the permanent housing information as soon as the family is placed in permanent housing indicating how the family found the housing (e.g., housing locator, HCM, participant, other agency, or other).

**Remember to treat those we serve and each other in a kind and caring manner!**

### Retroactive COLA Adjustment Increase to the MAP

The State budget suspended the CalWORKs MAP COLA for one year so the MAP levels in effect June 2007 will remain in effect through June 30, 2008. However, since the budget was not approved until late August 2007, the months of July and August are exempt from this one-year COLA suspension. The MAP increases for the months of July and August 2007, and reverts back to the June 2007 level, effective September 2007.

LEADER programming is underway to issue a one-time supplemental payment to CalWORKs and RCA participants for the months of July and August. Once programming is completed, districts will receive the following listings:

- Cases denied in July and August 2007 as a result of failing the second financial eligibility test (the MAP level);
- Cases on which the updated MAP COLA changes could not be applied; and
- Cases where the override was removed as a result of the MAP COLA run.

The listings are to be reviewed to determine financial eligibility using the MAP for July and August 2007.

Instructions and listings will be released upon completion of the LEADER programming.

### Did You Know?

Did you know that when preparing to send an Inter-County Transfer (ICT), both the IFDS folder **and** the GAIN folder must be included?

Did you know that case-carrying workers receive a Future Action Control (FAC) through the GEARS/LEADER interface when employment has been added to GEARS by the GAIN Services Worker? Did you also know that this employment can be entered in LEADER in the Employment/Training Detail screen and verification should be requested?

Of course you knew. We were just testing you.





## Battered Noncitizens

Violence Against Women Act (VAWA) and Senate Bill (SB)1569 provide noncitizen victims of domestic violence eligibility to CalWORKs benefits and services.

Below are some key differences between the two programs:

VAWA	SB 1569
<p><b>DOCUMENTATION:</b></p> <ul style="list-style-type: none"> <li>Self Petition/Self Petition Widower (I-360 pending or approved).</li> <li>Family Based Petition (I-130 approved). <b>NOTE:</b> The County makes the determination of abuse for family based petitions.</li> <li>Cancellation of Removal/Suspension of Deportation (EOIR-40, EOIR-42).</li> </ul> <p><b>RELATIONSHIP REQUIREMENT:</b></p> <ul style="list-style-type: none"> <li>Self Petition/Self petition Widower – the noncitizen must be the spouse, child, or widower (must have been married at least two years at the time of death) of a US citizen or LPR.</li> <li>Family Based Petition - the noncitizen must be the spouse, unmarried son/daughter of the US citizen/LPR petitioner.</li> <li>Cancellation of Removal/Suspension of Deportation – the noncitizen has been abused by the US citizen/LPR spouse or parent while in the US.</li> </ul> <p><b>FUNDING:</b></p> <p>Federal funds (time-limit equivalent to US citizen/LPR participants).</p>	<p><b>DOCUMENTATION:</b></p> <p>Must have filed for the U Visa. Proof of filing includes:</p> <ul style="list-style-type: none"> <li>Sworn statements from law enforcement officials.</li> <li>Sworn statements from advocacy groups.</li> <li>USCIS receipts, notices of action, or copy of application for the U Visa Interim Relief.</li> </ul> <p><b>RELATIONSHIP REQUIREMENT:</b></p> <p>There are no relationship requirements for SB 1569.</p> <p><b>FUNDING:</b></p> <p>State funds ONLY (maximum 8-month time-limit).</p> <p><b>NOTE:</b> SB 1569 also provides benefits and services to human trafficking victims who have applied for or are taking steps to apply for the T Visa. Staff is not to input "Trafficking Victim" in the LEADER Data Collection screens for these individuals. "Trafficking Victim" should only be used for persons who have an approved T Visa.</p>

**NOTE:** USCIS issues the form I-797 to both VAWA and U Visa applicants. The EW must read the detailed description in the "Case Type" field (located in the upper right hand corner) to determine the petition type and process the respective application.

## Q and A Corner



Q. On August 20, grandmother, applied for CW benefits, but was denied because her daughter has an open case for the grandchildren. District staff advised her to come back on September 1 and reapply. Applicant (Grandmother) wants to know why aid cannot be granted in August or at least for part of the month.

A. Beginning date of aid (BDA) is the first of the month following the removal of the aided child from the existing case, in which a timely notice can be provided.

### Example

The QR Cycle is Cycle 1 Aug/Sept/Oct. An aided child was removed from the mother's home and placed in the grandmother's home on August 20. The mother is not required to report that the child no longer lives in her home until her next QR 7 is due in October. On August 20, the grandmother applied for CalWORKs. A timely notice is issued and the child is removed from the mother's case effective August 30. The child is approved for aid on the grandmother's case effective September 1. This is an acceptable County Initiated Mid-Quarter Action. There is no overpayment in the mother's case for August.

**NOTE:** The grandmother's August application should not be denied. LEADER will make the grandmother's case ineligible for August and approve effective September.

See CW44-317.1 Beginning Date of Aid; and OPS 23-110.183 – County Initiated Mid-Quarter Action.

Q. A family consisting of a mom, dad and child, applied for CW benefits. Mom and dad are sponsored noncitizens and declined to provide the sponsor's information stating they did not want to bother the sponsor. Should the entire case be denied, or just the mom and dad and aid the child?

A. Unless the parents are eligible to an exemption from providing the sponsor's information, the entire case should be denied due to refusal to provide information that is needed to determine eligibility and grant amount.

If the parents were making an effort to provide the sponsor's information, but were unsuccessful in their attempt, the application would be accepted and processed for the entire family.

See CW 40-105 Responsibilities and 44-133.7 Sponsor's Income.

